

# Library Letter

CONCORDIA UNIVERSITY

DATE 1-4-75 VOL. 1 NO. 8

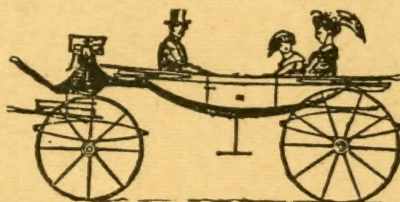
*This newsletter publishes information on the Library for faculty, administration or researchers at Concordia University. We welcome your questions or comments. Please direct them to: LIBRARY LETTER, Orientation Office, N-429-8, local 8164.*

## ANNOUNCEMENTS

IF YOU HAVE A SMALL SGW LIBRARY BRANCH IN YOUR HOME OR OFFICE . . .

Between April 8 and April 26, the Sir George Libraries are recalling all borrowed material. It means that once again, all borrowers must bid farewell to the library materials they've known, loved, and cared for over the past semester(s).

On behalf of the libraries and other library users, we ask for your cooperation, especially as individual notices will not be sent.  
Remember: April 8 - 26.



IF YOU ARE GOING ON SABBATICAL LEAVE, PLEASE NOTE: If you are about to depart for an extended period of time, please don't forget to return all library materials. A surprising number of books are signed out to faculty members who are away on sabbatical, which makes these books unavailable to anyone for quite some time.



### CHANGES IN THE STACKS

All those reference works stored in the Norris Library general stacks have recently been grouped together as a separate section on the 5th floor of the stack area. The Library hopes that this will render the collection more convenient and accessible to those who will be using the materials housed there.



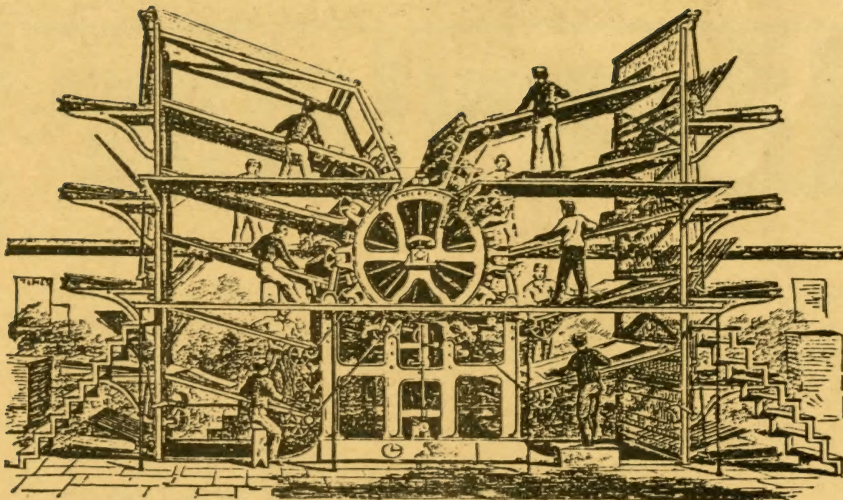
### L.C. GOES L.C.

The Loyola Campus Libraries are going to the Library of Congress classification system: the system used now in the Sir George Campus Libraries. Aside from the obvious need for consistency and cooperation between Concordia's campus libraries, the L.C. system is faster, cheaper, and more adaptable to the needs of an academic library than is the old Dewey Decimal system. All new material coming in to Loyola is presently being classified according to L.C., and the existing collection will be reclassified over a period of 1 1/2 to 3 years by a team working exclusively on this project.

Inconvenience to our users is expected to be minimal. There will be no long waits for material which is being reclassified (24 - 48 hours, maximum), nor will there be two card catalogues, as at McGill. However, the L.C. and Dewey books will be shelved separately, so that when browsing in the collection, users will be reminded to look in both areas.

For more information: Vanier Library Reference Department.





## SERVICES

### SGW LIBRARIES AUTOMATE CIRCULATION SYSTEM

Automation will begin in the Science and Engineering Library in June and will be implemented in the Norris Library by September.

People using the Science and Engineering Library during the summer may encounter some delays while the system is being tested.

Some advantages of this system will be: faster check-out with no filling out of call cards, on-line inquiry as to the status of a book, and faster recall of books not on the shelves.

Your patience and cooperation will be appreciated during the implementation stage.

### SGW-LOYOLA CAMPUS DELIVERY

Who is eligible? All faculty and PH.D. students. We are investigating the possibility of extending the service to all students by September 1.

Which materials may be requested? Books, bound periodicals, microforms, government publications, and non-print materials. Current periodicals may not be requested.

What about photocopies? At this time, we cannot accommodate requests for photocopies via Inter-campus delivery. Instead, the item desired should be requested, and arrangements for photocopies made on your home campus. For the present, current periodicals must be used on location.

Where does one go to make requests?

At Loyola: Interlibrary Loan Department

At SGW: Circulation Units of both libraries

\* PLEASE MAKE ALL REQUESTS AT YOUR HOME CAMPUS

## PEOPLE

### IRENE SENDEK, HEAD OF LOYOLA CAMPUS LIBRARIES

Ms. Sendek, formerly the Reference Department Head at Loyola is now responsible for both libraries on that campus. Mr. J. Princz, the Chief Librarian there before the merger, is now responsible for the coordination of Reader and Technical Services in the Concordia Library system.

### SGW INTERLIBRARY LOANS DEPARTMENT THANKS PROF. GINTER

The people in the I.L.L. Department who patiently must receive complaints about circumstances often beyond their control would like to express its collective appreciation to Prof. Ginter of the History Department. Not only has he been patient and uncomplaining, but he also returns his materials on time.

Because the function of this Department is to deal with other libraries, prompt return of materials is extremely important. A lending library has the right to refuse to loan books to another institution which is not able to return materials on time.





#### FAME AND FORTUNE FOR SGW LIBRARIANS?

Three Concordia Library staff members were included in a five person team which produced the annual index to the 1974 volume of the Journal of the American Society for Information Science (JASIS). They are: Candy Schwartz, Martin Cohen, and Lonnie Weatherby.

SOON TO HEAD INTER-LIBRARY LOANS is Derek Robertson, formerly reference/selection librarian for English. Effective April 1, he will replace Ms. Nancy Wildgoose who will be taking on full-time responsibility for Concordia Non-Print operations.

#### NEW LIBRARIANS:

Dr. Martin Cohen has been appointed reference/selection librarian for English to replace Derek Robertson effective April 1.

Ms. Ruther Rohrlick will begin her duties as reference/selection librarian in Math and Physics on April 14, replacing Nancy Leclerc.

Ms. Zuzana Jirkowsky will replace Nancy Brodie as reference/selection librarian for Engineering, effective April 14.

Mr. James Tallon has been appointed reference/selection librarian for Philosophy and Religious Studies effective May 1.

